

**City of Odessa Board of Aldermen  
Odessa Community Building | 601 W. Main Street  
February 26, 2018, 2018 | 7:00 pm  
Meeting Minutes**

**CALL TO ORDER**

Mayor Adam Couch called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Adam Couch led the Pledge of Allegiance.

**ROLL CALL**

City Clerk Peggy Eoff called the roll.

Mayor Adam Couch	Present		
Alderman John Carmody	Present	Alderman Steve Wright	Present
Alderman Ray Harves	Present	Alderman Brian Henning	Present
Alderman Steve Lockhart	Present	Alderman Mike Stevens	Present

City Staff present: Nici Wilson-City Administrator, Peggy Eoff-City Clerk, Dawn Jennings-Finance Director, Josh Thompson-Police Chief, Darrin Lamb-Water/Street Superintendent, Kenny Snider-Wastewater Superintendent, Darrin Ellison-Electric Department, and Assistant City Attorney Jennifer Baird

Others present: Hannah Spaar-The Odessan, Mickey Starr.

**WELCOME TO VISITORS**

Mayor Adam Couch welcomed visitors.

**APPROVAL OF CONSENT AGENDA**

Approval of Minutes

- February 12, 2018 – Regular Session

Motion was made by Alderman Henning, seconded by Alderman Harves to approve the consent agenda. Motion carried 6-0.

**PUBLIC COMMENTS**

There were no public comments.

**MAYOR'S REPORT**

- Mayor Couch had nothing to report.

**ALDERMEN REPORTS**

- Alderman Henning - Stated that he would like citizens to make keeping their dogs from running loose a priority
- Alderman Harves – Noted he also has concerns with dogs running through the neighborhood

## **OLD BUSINESS**

There was no old business to come before the Board of Aldermen.

## **NEW BUSINESS**

### **Bid No. 09-17 – Construction of Electric Department Maintenance Facility**

City Administrator, Nici Wilson informed the Board, the City advertised for sealed bids for the construction of a maintenance facility as the results of the damage sustained to the existing building following the tornado on March 6, 2017. The bid specifications called for the complete construction of a 30'x 60' pole barn with 12' sidewalls. In an effort to save on costs the bid did not include the demolition of the existing damaged structure. When the bid was released the structure was still intact and staff knew there could be some modifications based on the unknown condition of the pad site until the building was removed. During the time since the bids were opened, public works crews have removed the structure and cleaned up the area. City crews met with the lowest bidder. They have indicated since the original bid was submitted, material costs have increased and they provided the City an amendment to their original bid. The City received two (2) bids for this project with the lowest bid being received from Triple C Underground of Odessa with a base bid of \$39,830.00. The additional cost due to material increases is \$2,700 with a total cost of \$42,530.00 to construct the building. This bid has been submitted to the City's insurance adjuster and they have approved the amount and the funding for this project is through insurance proceeds. It is the recommendation of city staff to award the bid to Triple C Underground. Motion was made by Alderman Henning, seconded by Alderman Wright to approve Bid No 09-17. Further discussion included Alderman Lockhart inquiring if the building was just going to be a storage building, and would it be insulated. Wilson stated that the doors are insulated and that we would wire it on our own, and it would be insulated at a later time. Motion carried 6-0.

### **Bid No. 12-17 – Ceiling Repairs at the Water Treatment Plant including the filter room**

### **Bid No. 14-17 – Installation of a drop ceiling in the Water Treatment Plant lab**

City Administrator Nici Wilson told the Mayor and Board of Aldermen that we have struggled in getting bids to make repairs to the ceiling at the water treatment plant, as well as the installation of new ceiling over the filter room that was destroyed during the March 6, 2017, tornado. Following several months of attempts, the City had been unsuccessful finding a contractor for the project due to the nature of the job, especially the installation of the sheetrock over the treatment filters. In addition several contractors contacted were not interested in the project due to the prevailing wage requirements in comparison with the size of project. One (1) bid has been obtained from J.E. Meyer Construction Co. of Lee's Summit, MO. They provided a bid for both requests listed above. Darrin Lamb has met with them and they are confident in their ability to complete the job. The insurance adjuster has reviewed the bid and has approved the combined amount of \$33,473 for bid no. 12-17 and bid no. 14-17. It is the recommendation of city staff to award both bids to J.E. Meyer Construction Co. Motion was made by Alderman Wright, seconded by Alderman Stevens to approve bid no.12-17 and bid no. 14-17 for the amount of \$33,473.00. Further discussion included

Alderman Lockhart inquiring the size of the ceiling. Darrin Lamb indicated that it was approximately 34'x34'. Motion carried 6-0.

*Bid No. 03-18 – Lime Sludge Removal*

The City advertised seeking bids for the removal and transportation of the lime sludge from the water treatment plant. CA Wilson noted that this project usually occurs every two (2) years and traditionally includes costs associated with the land application of the lime sludge. The instance is unique as the City has received approval to dispose of the lime sludge in the wastewater lagoon that is being closed at the Southeast Wastewater Treatment Facility. With this one time option it has come at a considerable savings to the city. Bids were solicited and we received one bid from Nutri-ject Systems, Inc. of Hudson, IA. The company has performed this task for the City previously as a subcontractor. Their bid is for \$66,285.00 with a start date of (10) days upon notice to proceed, pending weather delays. The money for this project is was allocated for in the current budget FYE 03-31-18. It is staff's recommendation to award the bid to Nutri-ject Systems, Inc. for \$66,285.00. Alderman Wright inquired if the content of material was beneficial in the lagoon closure process. Kenny Snider indicated that it is going to be a benefit. Motion was made by Alderman Harves, seconded by Alderman Wright to approve bid no. 03-18. Further discussion included Alderman Henning inquiring if our equipment could move the sludge and the project be done in house. Darrin Lamb stated we do not have equipment adequate for the job as it must be transported in a closed tank. Alderman Lockhart asked if we still have our sludge truck and is it used. Kenny Snider stated that it is in our fleet and it is used continually for land application. Motion carried 6-0.

*Resolution 2018-07 – Extension request of lease agreement with the Odessa Fire and Rescue Protection District*

Motion was made by Alderman Wright, seconded by Alderman Stevens to approve Resolution 2018-07, authorizing the Mayor to request an extension of the lease agreement between the City of Odessa and the Odessa Fire and Rescue Protection District. Motion Carried 6-0

*Board Review – Employee Handbook updates*

City Administrator Nici Wilson presented the Board of Aldermen with a revised copy of the Employee Hand Book and Personnel Policies that had been presented for review at the prior meeting. The following is a summary of the discussion:

- Page 49 – Clarification to the wording regarding tuition and certification reimbursements
- Page 23 – Changed the wording to be presented in a consistent manner regarding residency requirements and waiver procedure
- Wilson highlighted an additional option for the proposed changes to the leave policy in regards to the new policy and the pay-outs of existing PTO
- Wilson stated that she would like to make the handbook more efficient and easier to understand
- It was explained that with proposed option 2, employees could carry-over forty (40) hours and that time would have to be used within ninety (90) days of the

start of the calendar year. Employees will receive a one-time buy down at the end of 2018 for PTO hours in excess of one-hundred sixty (160). Employees would be asked and accommodations within reason will be made to use as many of those hours as possible in 2018. Following the buy down, they will have until March 31, 2022 to use the remaining 160 hours. Any unused accrued PTO after March 31, 2022 will be forfeited. If there is a separation of employment during this four (4) year period the employee will be paid out for the unused PTO time. In lieu of accruing PTO, employees will now receive eighty (80) hours of sick time per calendar year and will be allowed to bank up to 480 hours with payout of \$1.00/per hour of sick time in excess of 480 each year.

- Wilson noted her recommendation would be the leave policy of proposed option two (2). In the coming two weeks, if no other changes are recommended, a resolution will be presented at the next meeting to the Board for consideration.
- Alderman Henning noted he felt by reducing the amount of vacation/PTO allowed to accumulate it was a benefit we were taking away from employees.

### **ADJOURN TO CLOSED SESSION**

There being no further business to come before the Board of Aldermen in open session, motion was made by Alderman Henning, seconded by Alderman Wright to move the meeting into closed session at 7:24 pm pursuant to RSMO 610.021 (1) for legal actions, causes of action or litigation and (12) Documents related to a negotiated contract. Vote as follows: Alderman Harves aye Alderman Lockhart aye Alderman Carmody aye Alderman Henning aye Alderman Stevens aye Alderman Wright aye. Motion carried.

Closed session began at 7:28 pm. Mayor Couch, Alderman Wright, Alderman Stevens Alderman Henning, Alderman Harves, Alderman Lockhart, Alderman Carmody, Attorney Jennifer Baird, Nici Wilson, Peggy Eoff, and Dawn Jennings were present during the closed session.

No action was voted upon.

Motion was made to return to open session at 7:47 pm by Alderman Stevens, seconded by Alderman Henning. Vote as follows: Alderman Harves aye Alderman Lockhart aye Alderman Carmody aye Alderman Henning aye Alderman Stevens aye Alderman Wright aye. Motion carried.

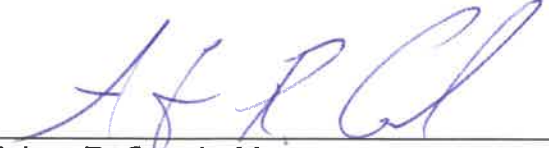
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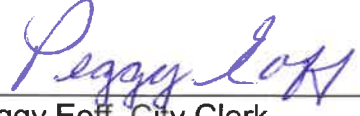
### **ADJOURN**

There being no further business to come before the Board of Alderman, motion was made by Alderman Wright, seconded by Alderman Henning to adjourn the meeting at 7:47 pm. Motion carried 6-0.

Approved:

March 12, 2018

  
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Adam R. Couch, Mayor

  
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Peggy Eoff, City Clerk